

Regular Meeting

Agenda Item #	9
Meeting Date	October 22, 2007
Prepared By	Barbara B. Matthews City Manager
Approved By	

Discussion Item	Resolution amending the Employment Agreement between the City of Takoma Park and Barbara Burns Matthews, as City Manager
Background	<p>On July 6, 2004, the City Council adopted Resolution #2004-32, approving an employment agreement between the City of Takoma Park and Barbara Burns Matthews as City Manager. In part, the employment agreement outlines certain benefits to be provided to Ms. Matthews.</p> <p>The proposed resolution would amend Section 11 of the employment agreement to provide the following:</p> <ul style="list-style-type: none"> • An increase in the contribution made to the City of Takoma Park Governmental Money Purchase Plan & Trust, a 401(a) plan administered by the ICMA Retirement Corporation, to mirror the amount currently contributed to the State of Maryland Retirement Plan on behalf of other City employees; and, • A contribution in the amount of five percent of base salary to a 457 deferred compensation plan administered by the ICMA Retirement Corporation. <p>The pension vesting schedule referenced in the proposed resolution remains unchanged.</p>
Policy	The Council determines the terms and conditions of the City Manager's employment.
Fiscal Impact	<p>Approximately \$4,500 in FY08</p> <p>No budget amendment is required.</p>
Attachments	Draft resolution amending the employment agreement between the City of Takoma Park and Barbara Burns Matthews, as City Manager.
Recommendation	Staff recommends that the Council consider the proposed resolution.
Special Consideration	

Introduced by:

Date:

**Resolution #2007-
Amending the Employment Agreement
Between the City of Takoma Park
and Barbara Burns Matthews, as City Manager**

WHEREAS, on July 6, 2004, the City Council adopted Resolution #2004-32, approving an employment agreement between the City of Takoma Park and Barbara Burns Matthews, as City Manager; and,

WHEREAS, in accordance with said employment agreement, the City provides certain benefits to Ms. Matthews; and,

WHEREAS, the City Council wishes to modify some of the benefits provided to Ms. Matthews as set forth in the employment agreement authorized by Resolution #2004-32.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the City of Takoma Park, Maryland, hereby amends Section 11 of the employment agreement between the City and Ms. Matthews as City Manager of Takoma Park to read as follows:

“Section 11. Retirement/Deferred Compensation

- A. Effective July 1, 2007, in lieu of participation in the State of Maryland Retirement Plan, City agrees to make an annual contribution equal to 8.8 percent of Employee's gross base salary on behalf of Employee to the City of Takoma Park Governmental Money Purchase Plan & Trust, a 401(a) plan administered by the ICMA Retirement Corporation.
- B. Employer will place the pension contribution into an ICMA 401(a) plan with the following vesting schedule: 20% after the completion of one year of employment; 40% after the completion of 2 years of employment; 60% after the completion of 3 years of employment; 80% after the completion of 4 years of employment; 100% after the completion of 5 years of employment. Employee will be deemed to have completed 5 years of employment if her employment is terminated involuntarily without cause at any time during this contract term.
- C. Effective January 1, 2008, Employer agrees to make an annual contribution equal to 5 percent of Employee's gross base salary on behalf of Employee to a 457 deferred compensation plan administered by the ICMA Retirement Corporation.”

Adopted this _____ day of October, 2007.

Attest:

Jessie Carpenter, CMC
City Clerk